



N H S B A
NEW HAMPSHIRE
SCHOOL BOARDS
ASSOCIATION
Incorporated 1946

April 2005

“Only together can we really make a difference.”

NHSBA Officers

Cindy Chagnon
President, Bedford

Susan Allen
1st Vice-President, Gilford

Rebecca Ayers-Moore
2nd Vice-President/Treasurer, Conway

Kent LaPage
Immediate Past President, Portsmouth

Executive Director
Theodore E. Comstock, Esq.

Contact for *focus*:
Kathleen O’Sullivan
Director of Communications,
Policy Services & Finance
Email: kosullivan@nhsba.org

NH School Boards Association
25 Triangle Park, PO Box 1599
Concord, NH 03302-1599

Phone: **603-228-2061**
Toll Free: **1-800-272-0653**
Fax: **603-228-2351**

*f*OCUS

on New Hampshire School Boards

Volume 2, Number 4

What About You?

Professional Development for School Board Members

The responsibilities that come with school board service are exciting, but newly-elected school board members can be overwhelmed with documents to read, educational jargon, board policy, board roles and responsibilities, state statutes, and federal requirements.

Recently-elected and veteran members alike can benefit from state association development opportunities designed to help you sift through and understand things like board and superintendent relationships, the Right-To-Know law, NH statutes, and federal requirements such as No Child Left Behind.

In fact, most boards have policies outlining orientation practices and continuing education for members:

NHSBA Sample Policy BIA – New Board Member Orientation – provides funding for new board members to gain training to help them get up to speed quickly.

NHSBA Sample Policy BIB – Board Member Development Opportunities and BIBA – School Board Conferences, Conventions, and Workshops – assure that boards will place a high priority on deepening their understanding of working effectively and keeping abreast of trends, and will fund these activities.

New board members should at a minimum be provided with district-specific materials including:

- The previous year’s complete record of board meeting minutes
- A copy of NH’s Revised Statutes Annotated relating to public schools (RSAs)
- A copy of the book, *Becoming a Better Board Member*
- The School Board Policy Manual
- The current school budget
- Negotiated labor agreements

Other material new board members may find useful are the district’s mission statement and goals, school calendar, student/teacher/parent handbooks, board and staff directory, curriculum plans, appropriations forecasts, and facilities plans.

NHSBA has numerous publications and training opportunities to provide all school board members with the essential information necessary for effective school governance in your local communities.

Upcoming Training Opportunity

NHSBA’s **New Board Member Orientation and Refresher Workshop** is being held on **May 5** at the Local Government Center in Concord, and on **May 26** at The Learning Center in Littleton from 4 – 7 pm.

New format!

In response to feedback from our recent membership survey, this workshop has been redesigned to be more responsive and interactive, and is tailored to provide the key information school board members need!

All board members attending this workshop will receive a complimentary copy of *Becoming a Better Board Member*, the invaluable 325-page resource for effective board service (a \$35.00 value!).

You will learn things like:

- How to manage complaints from taxpayers, teachers, other employees, parents
- Effective methods to hold your administration accountable
- How to handle telephone calls from citizens and the press
- How to recognize conflicts of interest and effectively handle them

See back page for details!

Non-Profit Org.
US POSTAGE
PAID
Permit #1697
CONCORD NH 03301

NH School Boards Association
25 Triangle Park, PO Box 1599
Concord, NH 03302-1599
Address Service Requested



NHSBA New School Board Member Orientation and Refresher Workshops—not just for new members!

May 5 at Local Government Center, Concord, 4:00—7:00 pm

May 26 at The Learning Center, Littleton, 4:00—7:00 pm

Program Highlights

Learn about “Roles”

Yours
Your Superintendent’s
The Principal and Teachers
The Unions
The Board Chairperson
The Public
The Press

Board Meeting Basics

Call to Order
Review/Approval of Minutes
Agenda/Agenda Setting
Voting/Abstaining
Meeting “Jargon”

Non-Public Sessions

Purpose
Process

Registration for this workshop is currently taking place. Reserve your seat now!

- Register online using our website: www.nhsba.org, Calendar section
- Register by calling 228-2061 or 1-800-272-0653, extension 13.
- Register using the brochure form that is being mailed to all SAU office and board members

Cost is \$40, which includes the book *Becoming a Better Board Member* (\$35 value!)